



Gaithersburg

A CHARACTER COUNTS!

CITY OF GAITHERSBURG

Education Enrichment Committee

Meeting Minutes

September 9, 2011

Attendees: Barbara Kupperman, Jim Simpson, Teresa Wright, Marion Perry, City staff: Tim Smith "Smitty" and Maureen Herndon.

Perspective new members: Jay Choudry

Excused: Ellie Eldridge, Mike Bucci, Yvette Monroe, Laurene Thomas. Ellie Eldridge

I. TOPICS OF DISCUSSION:

A. Welcome: Introductions and update of 2011-2012 Liaison list assignments and update of member contact list.

B. Old Business:

1) **GREAT monies:** Discussion regarding the possible use of GREAT monies for FY12 of \$6,170.

- \$1,890 for Pilot After School Tutoring and Recreation Program at Brown Station Elementary School in conjunction with the City Division of Youth and Senior Services to begin the 3rd week in September, 2011. Monies will be used for school staff stipends to oversee the tutoring component. (approved at August, 2011 meeting)
- \$4,280 approved for the implementation of programming focused on Parental Involvement and Educational Enrichment. Input on the subject from the principals' lunch will be compiled and reviewed after the committee participates in a MCPS wide training for youth providers on creative techniques and proven methods of fostering parental involvement. Committee members, Teresa Wright (ESOL program) and Laurene Thomas (MCPS Parent Academy) will update the committee on the finalization of this system wide training to be held at the Universities of Shady Grove sometime in the Fall of 2011. EEC members, Gaithersburg School Parent outreach workers and agencies representing the youth program in the City (Youth Opportunities Coalition) will be invited to attend. Following attendance at this training event, the committee will discuss and determine parental outreach programming to be offered and discussed with each of the 4 Clusters. Proposed implementation to take place in January of 2012.

2) **Reading Tree:** Book collection bins continue to be located at 3 City facilities and at 5 area elementary schools. Gaithersburg ES and Brown Station ES have both received donations of books through the Reading Tree program. Reading Tree is also donating books to the youth attending the Homeless Resource Fair in October.

3) **Staff Liaison Positions:** Members reviewed schools still needing liaisons and the final list will be distributed via email after the meeting. Staff will develop and distribute packets of information to the liaisons which will include contact information for the schools, copies of the school's fy12 grant contracts and proposed outcomes, full CC! program and deadline list to distribute to the schools, liaison job duties, ID cards (tentatively) and grant site visit form.

Next meeting: Friday, October 14th, 2011 7:30 AM at Community Services

Respectfully submitted by:

Maureen Herndon

Program Manager, Community Services

